

AGENDA MEMORANDUM

To: Honorable Mayor and Members of Town Council

Through: Tara Vargish, PE, Director, Development Services

From: Brad Boland, AICP, Planner II, Development Services

Title: A RESOLUTION APPROVING A USE BY SPECIAL REVIEW FOR LOT 3 BLOCK 4 YOUNG'S ADDITION TO CASTLE ROCK FOR AN ACCESSORY DWELLING UNIT

Executive Summary

The applicants, Aaron Holdaway and Nicole Holdaway, are requesting approval of a proposed accessory dwelling unit at 10 Circle Drive. The proposed accessory dwelling unit is a 520 square-foot addition over the attached garage of the existing single family residence. As the proposal consists of a new structure a Use by Special Review approval is required per the accessory dwelling unit regulations adopted in January 2018. Planning Commission will hear the proposal on November 12, 2020 and provide a recommendation. Staff will provide the Planning Commission's recommendation as part of its presentation to Town Council.



Figure 1: Location Map

Background

An accessory dwelling unit (ADU) is a secondary/smaller, independent residential dwelling unit located on the same lot as a stand-alone single-family home. The accessory dwelling unit may be internal to the single-family home (i.e. a finished basement with a separate entrance) or detached from the single-family home (i.e. an apartment over a detached garage). Town Council approved new accessory dwelling unit regulations in January 2018 to permit and regulate accessory dwelling units across the Town unless expressly prohibited in a PD. The intent of permitting accessory dwelling units is to provide (i) alternative housing options to make more efficient use of existing housing stock and infrastructure, (ii) flexible use of space for property owners, and (iii) a mix of housing types that responds to changing family dynamics. Because accessory dwelling units do not require additional land, they can be incorporated into established neighborhoods more easily than other forms of housing. Approval of a Use by Special Review is a requirement for any new structure containing an accessory dwelling unit.

Analysis

Location

Located at 10 Circle Drive, the property is on the south side of Circle Drive and is at the terminus of Santer Drive. The house is surrounded by other single family residences.



Figure 2: Aerial Map (Looking from the North)

Existing Conditions

10 Circle Drive is a two story single-family residence and is part of the Young's Addition to Castle Rock, which is an 86-unit subdivision that was platted by way of four filings starting in 1966. The

residence was built in 1969 and is 1,976 square feet. The architectural style of the house is consistent with the neighborhood which reflects the era in which the neighborhood was platted.

Zoning Regulations

The property is zoned R-1 Single-Family Residential District. Accessory dwelling units are permitted in the R-1 zoning district per Chapter 17.61 – Accessory Dwelling Units of the Castle Rock Municipal Code.

Design

The proposed accessory dwelling unit would be a 520 square foot expansion to the home. The expansion would be over the attached garage on the west side of the property. Access to the accessory dwelling unit will be by way of a deck over the garage.

A plot plan, floor plans, and elevations have been included as attachments.

Additional Steps

Prior to issuance of a building permit for an accessory dwelling unit, the property owner shall record a deed restriction prohibiting the concurrent renting of both the primary dwelling unit and the accessory dwelling unit.

Public Outreach

A neighborhood meeting was held at the Philip S. Miller Library on September 15, 2020. Five neighbors attended the meeting and had general questions about the project. No comments in opposition of the project were made at the meeting.

Staff received two phone calls concerned about the accessory dwelling unit being used as an Airbnb. The Town has no regulations regarding an accessory dwelling unit being used as an Airbnb, provided that the property/owner is in conformance with the concurrent renting of both the primary dwelling unit and accessory dwelling unit prohibition.

Town staff did receive one e-mail in support of the project, it is attached.

Referrals and Notice

Posted, written and published notices were performed in accordance with the Town of Castle Rock Municipal Code.

Budget Impact

The Town will collect building permit fees.

Staff Findings

Staff finds that the Use by Special Review meets the objectives and criteria of the review and approval criteria set forth in 17.38.050 - Use by Special Review review and approval criteria of the Castle Rock Municipal Code. The Use by Special Review also meets all requirements set forth in Chapter 17.61 – Accessory Dwelling Units of the Castle Rock Municipal Code.

Recommendation

Planning Commission will hear the proposal on November 12, 2020 and provide a recommendation. Staff will provide the Planning Commission's recommendation as part of its presentation to Town Council.

Proposed Motion

I move to recommend approval of the Use by Special Review to Town Council.

Attachments

Attachment A: Resolution

Attachment B: Plot Plan

Attachment C: Elevations

Attachment D: Floor Plan

Attachment E: Received Community Input